**Meeting on overall IP M&E strategy (10/01/2012)**

Today @Alan, @Kebebe, @Alemayehu, @Beth and @Ewen held a meeting to discuss the overall innovation platform M&E strategy and to harmonize different innovation platform monitoring tools. The purpose of the meeting was to come up with a minimum set of tools which allows collection of necessary information for M&E without putting undue workload on the facilitators and IP participants. NBDC research team has developed a few tools for M&E of Innovation Platforms (IPs). Some tools are obtained from Pamela and RIPPLE. The tools include participants’ register, stakeholder meeting diary, innovation log, semi-structured interview questionnaire, dynamic learning agenda, participatory qualitative tools, stakeholder portraits, videotaped interviews and participatory video. The pros and cons of the tools were reviewed.

The participants agreed that the tool for monitoring the events during the IP meetings should be simple, short and interactive. Long questionnaire is not convenient to administer in IP meetings. Accordingly, participants’ register, dynamic learning agenda, qualitative participatory M&E tool (using cards), and videotaped interviews were selected as appropriate for IP meetings. Dynamic learning agenda will help documentation of the different issues raised and discussed in the IP meetings. Facilitators are responsible for documenting the issues into the dynamic learning agenda template. Stakeholder portraits can be established with individuals and groups between IP meetings. Meeting diary and innovation log will be written by the facilitators after every meeting to document the process and share through wiki. Semi-structured interview questionnaire shall be implemented at different intervals without overlaps with IP meeting sessions. The semi-structured interview questionnaire will generate semi-quantitative information that can be used to analyze the changes in knowledge, skills and behaviour of stakeholders, actor linkages and community level outcomes. The information collected by the different tools will complement each other.

Also the group agreed on the need for harmonizing the different M&E strategies devised by different individuals within NDBC and come up with a unified strategy.

Then the group identified the following action points:

Alemayehu will review IP M&E monitoring strategies developed by Kebebe and Kees and come up with a harmonized strategy.

Kebebe will expand and revise the structural framework of the different tools in tabular form

Beth will revise the tool for participatory monitoring

Kebebe will update NBDC and CPW partners about the progresses on M&E through yammer.